

Sonoma County Waste Management Agency
Special Meeting
Closed Session Prior to Regular Meeting

November 17, 2010

8:30 a.m.

Please note time

City of Santa Rosa Council Chambers
100 Santa Rosa Avenue
Santa Rosa, CA

Estimated Ending Time 11:30 a.m.

Agenda

- | <u>Item</u> | <u>Action</u> |
|---|---------------|
| 1. Call to Order Special Meeting | |
| 2. Open Closed Session
CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Pursuant to Government Code Section 54956.9(b)(1) & (b)(3)(A) | |
| 3. Adjourn Closed Session | |
| 4. Call to Order Regular Meeting / Introductions 9:00 a.m. or immediately following the closed session | |
| 5. Agenda Approval | |
| 6. <u>Attachments/Correspondence:</u>
Director's Agenda Notes | |
| 7. <u>On file w/Clerk: for copy call 565-3579</u>
Resolutions approved in October 2010
2010-025 Resolution of the SCWMA Selecting Henry Mikus as the Executive Director and Forwarding the Selection to the County for Execution of an Employment Agreement between the County of Sonoma and the Executive Director | |
| 8. Public Comments (items not on the agenda) | |

Consent (w/attachments)

Discussion/Action

- 9.1 Minutes of October 20, 2010
- 9.2 Copier Lease
- 9.3 First Quarter Financial Report

- 9.4 Beverage Container Recycling Program Purchase
- 9.5 Mandatory Commercial Recycling Measure Update
- 9.6 PG&E Voluntary Fluorescent Lamp Take Back Grant

Regular Calendar

- | | | |
|-----|--|--|
| 10. | Sonoma County/City Solid Waste Advisory
[Barbose] | Discussion/Action
Planning |
| 11. | Presentation on Mandatory Commercial Recycling
Patrick Quinn, Planning Program Manager
Sacramento County Waste Management and Recycling Department | Presentation
Education |
| 12. | C & D Pilot Project
[Fisher](Attachment) | Discussion/Action
Organics |
| 13. | Single-Use Bags
[Carter](Attachment) | Discussion/Action
Administration |
| 14. | Boardmember Comments | |
| 15. | Staff Comments | |
| 16. | Next SCWMA Meeting – January 19, 2011 | |
| 17. | Adjourn | |

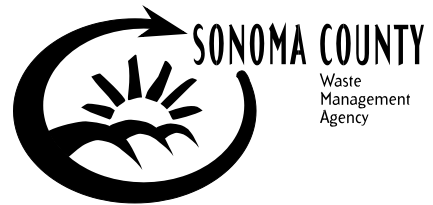
CONSENT CALENDAR: These matters include routine financial and administrative actions and are usually approved by a single majority vote. Any Boardmember may remove an item from the consent calendar.

REGULAR CALENDAR: These items include significant and administrative actions of special interest and are classified by program area. The regular calendar also includes "Set Matters," which are noticed hearings, work sessions and public hearings.

PUBLIC COMMENTS: Pursuant to Rule 6, Rules of Governance of the Sonoma County Waste Management Agency, members of the public desiring to speak on items that are within the jurisdiction of the Agency shall have an opportunity at the beginning and during each regular meeting of the Agency. When recognized by the Chair, each person should give his/her name and address and limit comments to 3 minutes. Public comments will follow the staff report and subsequent Boardmember questions on that Agenda item and before Boardmembers propose a motion to vote on any item.

DISABLED ACCOMMODATION: If you have a disability that requires the agenda materials to be in an alternative format or requires an interpreter or other person to assist you while attending this meeting, please contact the Sonoma County Waste Management Agency Office at 2300 County Center Drive, Suite B100, Santa Rosa, (707) 565-3579, at least 72 hours prior to the meeting, to ensure arrangements for accommodation by the Agency.

NOTICING: This notice is posted 72 hours prior to the meeting at The Board of Supervisors, 575 Administration Drive, Santa Rosa, and at the meeting site the City of Santa Rosa Council Chambers, 100 Santa Rosa Avenue, Santa Rosa. It is also available on the internet at www.recyclenow.org



TO: SCWMA Board Members

FROM: Susan Klassen, Interim Executive Director

SUBJECT: NOVEMBER 17, 2010 AGENDA NOTES

CONSENT CALENDAR

These items include routine financial and administrative items and **staff recommends that they be approved en masse by a single vote.** Any Board member may remove an item from the consent calendar for further discussion or a separate vote by bringing it to the attention of the Chair.

9.1 Minutes of October 20, 2010

9.2 Copier Lease The lease with Kyocera Mita America, Inc. for the Agency's copier and maintenance expired July 2010. Quotes are being requested for a replacement copier. **Staff recommends authorizing the Interim Executive Director to sign a rental or lease agreement for a replacement copier when a vendor has been selected.**

9.3 First Quarter Financial Report Per the JPA agreement, staff is required to prepare and present reports containing the expenditures and revenues to date as well as the projections for the remainder of the fiscal year.

9.4 Beverage Container Recycling Program Purchase The City of Healdsburg has requested the purchase of ten recycling containers to improve recycling in the downtown area. Funds from the CalRecycle City/County Payment Program grant would be used for the purchase. **Staff recommends authorizing the Interim Executive Director to sign a purchase order for ten recycling containers from Park Pacific in the amount of \$20,835.**

9.5 Mandatory Commercial Recycling Measure Update This staff report is a summary of a Oct. 6 informational webinar hosted by the Institute of Local Government (ILG) "Creating Effective Commercial Recycling Education and Outreach Activities" designed to assist local governments with information to achieve compliance with regulation. **No action required.**

9.6 PG&E Voluntary Fluorescent Lamp Take Back Grant This staff report summarizes Agency activities resulting from a \$7,500 grant from PG&E to recruit retailers to voluntarily Take Back spent fluorescent lamps from the public. **No action required.**

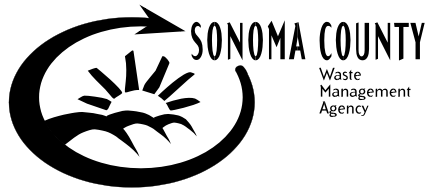
REGULAR CALENDAR

10. Sonoma County/City Solid Waste Advisory Verbal report from Steve Barbose, City of Sonoma, serving as SCWMA liaison to the recently convened advisory group. **No action required.**

11. Presentation on Mandatory Commercial Recycling Patrick Quinn **Presentation**

12. C & D Pilot Project The Sonoma County Board of Supervisors has negotiated and approved an amended restated agreement with Redwood Empire Disposal Sonoma County, Inc. (RED), who currently is the franchised hauler for the unincorporated county. As a part of this agreement, a construction and demolition (C&D) pilot program is described. Phil Demery, Director for Transportation and Public Works, sent a letter informing the Agency of desired participation in a C&D pilot project to be conducted by the County and RED. This an informational item only; the County is requesting to work with Agency staff to present a draft agreement to the Agency Board of Directors at the January 2011 regularly scheduled meeting for consideration. **No action required.**

13. Single-Use Bags This staff report presents information regarding banning, imposing fee upon, and education about carryout bag waste reduction. Staff highlights the differences between the options, provides analysis of measures underway in other jurisdictions, and is requesting Board direction on how to proceed. **Staff is requesting direction from the Board regarding carryout bag waste reduction goals and policies.**



Minutes of October 20, 2010

The Sonoma County Waste Management Agency met on October 20, 2010, at the City of Santa Rosa Council Chambers, 100 Santa Rosa Avenue., Santa Rosa, California

Present:

Town of Windsor
City of Cloverdale
City of Cotati
City of Healdsburg
City of Petaluma
City of Rohnert Park
City of Santa Rosa
City of Sebastopol
City of Sonoma
County of Sonoma

Christa Johnson, Chair
Nina Regor
Marsha Sue Lustig
Mike Kirn
Vince Marengo
Linda Babonis
Dell Tredinnick
Jack Griffin
Steve Barbose
Phil Demery

Staff Present:

Interim Executive Director
Counsel
Staff

Susan Klassen
Janet Coleson
Patrick Carter
Karina Chilcott
Charlotte Fisher
Lisa Steinman
Elizabeth Koetke

Recorder

1. Call to Order Meeting/Introductions

The meeting was called to order at 9:01 a.m.

2. Agenda Approval

Agenda approved with a unanimous vote.

3. Attachments / Correspondence

Chair Christa Johnson, called attention to the Director's Agenda Notes and Letters of Support.

4. On File with Clerk

Chair Johnson noted the resolutions approved in September, 2010 and the Draft Employment Agreement on File with the Clerk.

5. Public Comments (items not on the agenda)

None.

Consent

6.1 Minutes of September 15, 2010

6.2 EPR Update

6.3 SCC Monthly Reports for May, June, and July 2010

Mike Kirn, Healdsburg, moved to approve the Consent Calendar. Steve Barbose, City of Sonoma, seconded. Motion was approved unanimously.

Regular Calendar

7. Sonoma County / City Solid Waste Advisory Group

Steve Barbose, City of Sonoma, is serving as liaison for the Agency to the Sonoma Waste Advisory Group (SWAG).

The SWAG went on a fieldtrip to San Jose to visit the Green Waste Recovery Facility.

The SWAG met with a facilitator and developed a prioritization list; the list is available on the Department of Transportation and Public Works (DTPW) website. DTPW staff is also visiting each of the city councils and presenting the results of the prioritization list.

8. Resolution Selecting Executive Director and Forwarding the Selection to the County for Execution of an Employment Agreement between the County and the Executive Director

Susan Klassen, Interim Executive Director, explained that after a lengthy hiring process Henry Mikus was the selected candidate for the Executive Director position.

The Agency Board authorized the Staffing Subcommittee to negotiate a contract with Mr. Mikus, within the parameters set by the Agency Board. An agreement was reached consistent with the Board's direction. An offer of employment was made to Mr. Mikus contingent on completion of the County requirements for employment, formal selection by the Agency Board, and final approval of the at-will employment contract by the Sonoma County Board of Supervisors.

Mr. Mikus has successfully completed the County's pre-employment requirements and has agreed to a tentative start date of January 3, 2011, contingent on the Agency Board's formal selection and the Board of Supervisors' approval of the at-will employment contract.

Marsha Sue Lustig, Cotati, moved to adopt the resolution selecting Henry Mikus as Executive Director and forwarding the selection to the County for execution of an employment agreement between the County and the Executive Director. Linda Babonis, Rohnert Park, seconded. Motion was approved unanimously.

9. Update on Compost Relocation Project

Patrick Carter said staff is working with Environmental Science Associates (ESA) to get a draft Environmental Impact Review (EIR) done by early 2011, possibly January or February. There will be a public hearing when the draft is released.

The Agency Board had previously directed staff to return with engineering and further studies of Site 13. Because this site borders Highway 37 which is under Caltrans jurisdiction, staff contacted Caltrans to determine what mitigation measures would be required. Caltrans requested a formal traffic study.

Site 13 has always been considered one of the lesser, less studied alternative sites. No formal traffic study was done for that site.

Staff does not recommend amending the agreement with ESA to include a new traffic study for Site 13. Site 13 would continue to be listed in the EIR as an alternative location; however the Board will be able to consider the site's feasibility issues when deciding on the project after the EIR is certified.

Jack Griffin, Sebastopol, moved to approve continuing the project without amending ESA's contract to perform a formal traffic analysis study of Site of 13. Phil Demery, County of Sonoma, seconded. Motion passed.

The agenda was rearranged to accommodate travel time of guest speaker.

11. Boardmember Comments

None.

12. Staff Comments

Susan Klassen asked the Board to consider cancelling the Agency meetings scheduled for November 17th and December 15th and replacing them with a December 8th meeting.

Chair Johnson said the new Executive Director planned to attend the November 17th meeting.

Nina Regor, Cloverdale, asked if the future funding item could be moved to January 2011.

Chair Johnson said her preference is to keep the regular meeting schedule with a meeting on November 17th, and possibly not meet in December unless there is pressing business.

Vince Marengo, Petaluma, agreed the future funding should be moved to January along with the carryout bag item.

After much discussion the Board agreed to meet November 17th moving future funding agenda item to the January meeting when the new Executive Director will be officially employed.

Patrick Carter informed the Board of beverage container grant funding recently made available from the Department of Conservation (DOC).

Chair Johnson suggested agendizing an item at a future meeting to discuss possible projects for incoming grant beverage container money from the DOC.

Lisa Steinman reported the Agency was awarded money from the Oil Payment Program Funding in the amount of \$149,000.

Janet Coleson, Agency Counsel, commented about Proposition 26 and how it could impact the Agency. It is a California constitutional amendment and only requires a majority vote to pass. If Proposition 26 passes it will redefine a number of fees as taxes requiring a vote of the people to adopt them which could impact the Agency fee.

As the Board waited for the presenter to arrive, Phil Demery, Sonoma County, offered more information about the SWAG.

Recess from 9:50 a.m. to 10:00 a.m.

10. Presentation on Mandatory Commercial Recycling Guest Speaker Susan Warner, Division Manager, Salinas Valley Solid Waste Authority

Susan Warner, Division Manager, Salinas Valley Solid Waste Authority, presented information about Mandatory Commercial Recycling. A Power Point Presentation was distributed.

13. Next Sonoma County Waste Management Agency Meeting

November 17, 2010.

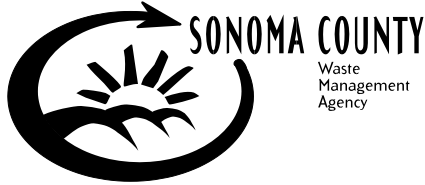
14. Adjournment

Meeting adjourned at 10:43 a.m.

Respectfully submitted,
Elizabeth Koetke

Copies of the following were distributed and/or submitted at this meeting:

Power Point presentation on Mandatory Commercial Recycling by Susan Warner, Division Manager, Salinas Valley Solid Waste Authority



Agenda Item #:9.2
Cost Center: Yard
Staff Contact: Fisher
Agenda Date: 11/17/2010

ITEM: Copier Replacement

I. BACKGROUND

In July 2006, the Sonoma County Waste Management Agency (SCWMA) entered into a rental agreement with Kyocera Mita America, Inc. for a copier and maintenance. The lease was for three years at \$194.54 per month. In November 2008, Discovery Office Systems, who had been doing the maintenance for Kyocera Mita America, obtained the program for their own organization. With this change and accompanying agreements, the term of the SCWMA rental agreement for the KM – 3035 model was extended until July 2010 with no change in the rate. SCWMA has been renting this copier on a month to month basis since the lease expired.

II. DISCUSSION

Staff has been exploring an array of copiers using features and price as criteria. The exploration has been within the County Purchasing Department as well as general shopping. At the present time, there are three quotes for new copiers under consideration. The quotes were obtained using a consistent list of features. The prices vary from \$177.00 to \$195.14 per month. Terms of the lease or rental agreements are either three or five years.

III. FUNDING IMPACT

The funds for equipment rental are budgeted in the Yard Debris cost center for FY 10-11. The amount budgeted is \$5,500. The acceptance of any of the quotes would be well within the amount budgeted for this purpose. The annual expense for the copier replacement would range from \$2,124.00 to \$2,341.68.

This item is brought to the Board for consideration because either of the lease/rental terms exceeds the \$5,000 signing authority for the Executive Director.

IV. RECOMMENDED ACTION / ALTERNATIVES TO RECOMMENDATION

Staff's recommendation is authorize the Interim Executive Director to sign the lease or rental agreement that is chosen by staff for a replacement copier.

V. ATTACHMENTS

None

Approved by: _____
Susan Klassen, Interim Executive Director, SCWMA



Agenda Item #: 9.3
Cost Center: All
Staff Contact: Klassen/Fisher
Meeting Date: 11/17/2010

ITEM: FY 10-11 First Quarter Financial Report

I. BACKGROUND

In accordance with the JPA requirement that the Agency make quarterly reports of Agency operations and of all receipts to and disbursements from the Agency, this report covers the First Quarter of FY 10-11 (July, August, and September, 2010).

II. FUNDING IMPACT

The First Quarter Financial Report uses information from the county accounting system Financial Account and Management Information System (FAMIS) for expenses and revenues. The FY 10-11 First Quarter Financial Report contains the actual amounts spent or received to date at the end of the quarter, the projected revenues and expenses, the approved budget and the difference between the approved budget and the projections. With limited information (the first quarter of the fiscal year), this financial report is narrow in scope. For example, Tipping Fee Revenue only included one month's payment.

Using the latest information, it appears that the tipping fee could be 2% more than budgeted for FY 10-11, although with such limited information projections of material coming into the solid waste system for disposal is premature.

There will be approximately 9% salary savings due to the vacancy in the Executive Director's position.

The budgetary adjustments approved by the Board at the September meeting have not been made by the end of the first quarter of the fiscal year.

III. RECOMMENDED ACTION / ALTERNATIVES TO RECOMMENDATION

Staff recommends approving the FY 10-11 First Quarter Financial Report on the Consent Calendar.

IV. ATTACHMENT

First Quarter Financial Report 10-11 Revenue and Expenditure Comparison Summary.

Approved by: _____
Susan Klassen, Interim Executive Director

**First Quarter 10-11 Revenue and Expenditure Summary and Projection
Sonoma County Waste Management Agency**

Indices

799114, 799213, 799312, 799411, 799510
799619, 799221, 799320, 799338, 799718

Prepared by: Charlotte Fisher

E. D.: _____
Susan Klassen, Interim Executive Director

A. Summary of Projections

	FY 10-11 Adopted Budget	Adjustment	FY 10-11 Adjusted Budget	FY 10-11 Projection	Over/(Under) Budget
Total Expenditures	6,120,006	0	6,120,006	6,148,428	28,422
Total Revenues	6,353,466	0	6,353,466	6,466,515	113,049
Net Cost	(233,460)	0	(233,460)	(318,087)	(84,627)

B. Summary of Expenditures

	Actual July-Sept 10	Expense Estimated Oct 10-June 11	Total Estimated FY 10-11	Adjusted Budget FY 10-11	Over/(Under) Budget
Liability Insurance	8,942	0	8,942	10,175	(1,233)
Miscellaneous Expenses	894	0	894	0	894
Office Expense	8,899	7,683	16,582	15,000	1,582
Professional Services	19,320	164,960	184,280	102,000	82,280
County Services	0	6,925	6,925	6,925	0
Contract Services	421,246	3,718,794	4,140,040	4,140,040	0
Consultant Services	63	0	63	0	63
Administration Costs	42,367	590,037	632,404	694,022	(61,618)
Engineering Services	1,255	24,745	26,000	26,000	0
Legal Services	20,554	51,446	72,000	72,000	0
Accounting Services	0	10,243	10,243	10,243	0
Audit Services	0	20,000	20,000	20,000	0
Advertising	1,108	10,892	12,000	12,000	0
Equipment Rental	584	4,279	4,863	5,500	(637)
Rents/Leases	2,400	23,100	25,500	25,500	0
Enforcement Agency	0	18,000	18,000	20,000	(2,000)
County Car Expense	0	1,000	1,000	3,000	(2,000)
Travel Expense	589	500	1,089	500	589
Data Processing	1,962	32,817	34,779	11,779	23,000
Prior Year Encumbrances	640	0	640	699	(59)
Total Supplies and Services	530,823	4,685,421	5,216,244	5,175,383	40,861

B. Summary of Expenditures (con't)

Other Charges	0	932,184	932,184	971,411	(39,227)
Reimbursements	0	0	0	(26,788)	26,788
Total Expenditures	530,823	5,617,605	6,148,428	6,120,006	28,422

C. Summary of Revenues

	Actual July-Sept 10	Revenue Estimated Oct 10-June 11	Total Estimated FY 10-11	Adjusted Budget FY 10-11	Over/(Under) Budget
Interest on Pooled Cash	0	51,902	51,902	51,902	0
State-Other	0	164,960	164,960	102,000	62,960
Tipping Fee Revenue	412,253	4,404,271	4,816,524	4,734,708	81,816
Sale of Material	0	100,000	100,000	100,000	0
Miscellaneous Revenue	7,500	0	7,500	0	7,500
Donations/Reimbursements	9,640	383,805	393,445	393,445	0
OT-Within Enterprise	0	932,184	932,184	971,411	(39,227)
Total Revenues	429,393	6,037,122	6,466,515	6,353,466	113,049

C. Summary of Net Costs

	Actual July-Sept 10	Estimated Oct 10-June 11	Total Estimated FY 10-11	Adjusted Budget FY 10-11	Over/(Under) Budget
Net Cost	101,430	(419,517)	(318,087)	(233,460)	(84,627)

**First Quarter 10-11 Revenue and Expenditure Summary and Projection
Sonoma County Waste Management Agency**

799114 Wood Waste

Prepared by: Charlotte Fisher

E. D.: _____
Susan Klassen, Interim Executive Director

A. Summary of Projections

	FY 10-11 Adopted Budget	Adjustment	FY 10-11 Adjusted Budget	FY 10-11 Projection	Over/(Under) Budget
Total Expenditures	212,578	0	212,578	211,656	(922)
Total Revenues	182,578	0	182,578	182,578	0
Net Cost	30,000	0	30,000	29,078	(922)

B. Summary of Expenditures

	Actual July-Sept 10	Expenditure Estimated Oct 10-June 11	Total Estimated FY 10-11	Adjusted Budget FY 10-11	Over/(Under) Budget
Services and Supplies	23,810	135,396	159,206	160,128	(922)
OT-Within Enterprise	0	52,450	52,450	52,450	0
Total Expenditures	23,810	187,846	211,656	212,578	(922)

Services and Supplies is projected to be \$922 under budget.

OT Within Enterprise is projected to meet budget.

C. Summary of Revenues

	Actual July-Sept 10	Revenue Estimated Oct 10-June 11	Total Estimated FY 10-11	Adjusted Budget FY 10-11	Over/(Under) Budget
Interest on Pooled Cash	0	470	470	470	0
Tipping Fee Revenue	14,454	147,654	162,108	162,108	0
Other Sales	0	15,000	15,000	15,000	0
Donations/Reimbursements	0	5,000	5,000	5,000	0
Total Revenues	14,454	168,124	182,578	182,578	0

The revenues for the Wood Waste cost center are projected to meet budget.

D. Summary of Net Costs

The net cost for Wood Waste is anticipated to be \$922 under budget.

**First Quarter 10-11 Revenue and Expenditure Summary and Projection
Sonoma County Waste Management Agency**

799213 Yard Debris

Prepared by: Charlotte Fisher

E. D.: _____
Susan Klassen, Interim Executive Director

A. Summary of Projections

	FY 10-11 Adopted Budget	Adjustment	FY 10-11 Adjusted Budget	FY 10-11 Projection	Over/(Under) Budget
Total Expenditures	3,641,850	0	3,641,850	3,634,440	(7,410)
Total Revenues	3,241,850	0	3,241,850	3,241,850	0
Net Cost	400,000	0	400,000	392,590	(7,410)

B. Summary of Expenditures

	Actual July-Sept 10	Expenditure Estimated Oct 10-June 11	Total Estimated FY 10-11	Adjusted Budget FY 10-11	Over/(Under) Budget
Services and Supplies	391,796	2,484,418	2,876,214	2,883,624	(7,410)
OT-Within Enterprise	0	758,226	758,226	758,226	0
Total Expenditures	391,796	3,242,644	3,634,440	3,641,850	(7,410)

Services and Supplies are projected to be \$7,410 under budget for the following reasons:

Administration Costs are projected to be \$2,438 under budget due to salary savings resulting from a vacancy for a portion of the fiscal year.

Enforcement Agency Fees are anticipated to be \$2,000 under budget based on prior year's expense.

County Car expenses are projected to be \$2,000 under budget based on last year's actual costs.

OT Within Enterprise is expected to be over budget \$126,183 due to a greater contribution being made to the Organics Reserve.

C. Summary of Revenues

	Actual July-Sept 10	Revenue Estimated Oct 10-June 11	Total Estimated FY 10-11	Adjusted Budget FY 10-11	Over/(Under) Budget
Interest on Pooled Cash	0	7,250	7,250	7,250	0
Tipping Fee Revenue	270,585	2,874,015	3,144,600	3,144,600	0
Sale of Materials	0	85,000	85,000	85,000	0
Donations/Reimbursement	0	5,000	5,000	5,000	0
Total Revenues	270,585	2,971,265	3,241,850	3,241,850	0

Revenues for the Yard Debris cost center are expected to meet budget.

D. Summary of Net Costs

The Net Cost for the Yard Debris Cost Center is anticipated to be \$7,410 under budget due to less undesignated funds being available for transfer to the Organics Reserve.

**First Quarter 10-11 Revenue and Expenditure Summary and Projection
Sonoma County Waste Management Agency**

799312 Household Hazardous Waste
799411 Education
799510 Diversion
799619 Planning

Prepared by: Charlotte Fisher

E. D.: _____
Susan Klassen, Interim Executive Director

A. Summary of Projections

	FY 10-11 Adopted Budget	Adjustment	FY 10-11 Adjusted Budget	FY 10-11 Projection	Over/(Under) Budget
Total Expenditures	2,055,130	0	2,055,130	2,116,884	61,754
Total Revenues	1,915,317	0	1,915,317	2,067,593	152,276
Net Cost	139,813	0	139,813	49,291	(90,522)

B. Summary of Expenditures

	Actual July-Sept 10	Expenditure Estimated Oct 10-June 11	Total Estimated FY 10-11	Adjusted Budget FY 10-11	Over/(Under) Budget
Services and Supplies	94,271	1,900,465	1,994,736	1,920,484	74,252
OT-Within Enterprise	0	121,508	121,508	133,947	(12,439)
Total Expenditures	94,911	2,021,973	2,116,884	2,055,130	61,754

Services and supplies is projected to be \$74,252 under budget primarily as a result of the following:

Household Hazardous Waste Cost Center

Office Expense is expected to be \$1,417 over budget based on expenses already incurred this fiscal year.
Professional Services is projected to be \$64,080 over budget due to an unanticipated increase in the Used Oil Grant.
Administration Costs are anticipated to be \$17,403 under budget due to a staff vacancy for a portion of the fiscal year.

Education Cost Center

Professional Services are projected to be \$18,200 over budget due to an unanticipated distribution of Recycling Beverage Containers grant funding from the Department of Conservation.
Administration Costs are anticipated to be \$10,372 under budget due to a staff vacancy for a portion of the fiscal year.
DP-New Projects is projected to be \$23,000 over budget. The website design project had an increase in expense due to mandatory American Disabilities Act manipulation of the Agency documents that are placed on the website.

Diversion

This cost center will meet budget in all areas.

Planning

Administration Costs are anticipated to be \$5,593 under budget due to a staff vacancy for a portion of the fiscal year.

OT-Within Enterprise is anticipated to be \$12,439 under budget due to the Education cost center having fewer undesignated funds available for transfer and reimbursements not be collected in this category. Reimbursements are being collected through the payroll function with Agency employees recording their hours spent doing County work on their timesheets, which results in a reduction in the salary expense charged to the Agency.

C. Summary of Revenues

	Actual July-Sept 10	Revenue Estimated Oct 10-June 11	Total Estimated FY 10-11	Adjusted Budget FY 10-11	Over/(Under) Budget
Interest on Pooled Cash	0	1,872	1,872	1,872	0
State-Other	0	164,960	164,960	102,000	62,960
Tipping Fee Revenue	127,214	1,382,602	1,509,816	1,428,000	81,816
Miscellaneous Revenue	7,500	0	7,500	0	7,500
Donations/Reimbursements	9,640	373,805	383,445	383,445	0
Total Revenues	144,354	1,923,239	2,067,593	1,915,317	152,276

State-Other is projected to be \$62,960 over budget due to an additional grant award from CalRecycle and the Department of Conservation.

Tipping Fee Revenues for all the surcharge cost centers is anticipated to be \$81,816 over budget based on the actual revenues to date this fiscal year.

The breakdown by cost center is as follows:

Household Hazardous Waste	77,868
Education	0
Diversion	0
Planning	3,948
	<u>81,816</u>

D. Summary of Net Cost

The net cost for cost centers receiving revenue from the \$5.95/ton surcharge is anticipated to be as follows:

Index 799312	Household Hazardous Waste	(95,114)
Index 799411	Education	92,169
Index 799510	Diversion	46,885
Index 799619	Planning	<u>5,351</u>
	Overall Net Cost	49,291

The net costs include the prior year undesignated transfers to the appropriate reserve centers. The projected net cost is \$90,522 under budget.

**First Quarter 10-11 Revenue and Expenditure Summary and Projection
Sonoma County Waste Management Agency**

Prepared by: Charlotte Fisher

799221 Organics Reserve
799320 HHW Closure Reserve
799338 HHW Facility Reserve
799718 Contingency

E. D.: _____
Susan Klassen, Interim Executive Director

A. Summary of Projections	FY 10-11 Adopted Budget	Adjustment	FY 10-11 Adjusted Budget	FY 10-11 Projection	Over/(Under) Budget
Total Expenditures	210,448	0	210,448	185,448	(25,000)
Total Revenues	1,013,721	0	1,013,721	974,494	(39,227)
Net Cost	(803,273)	0	(803,273)	(789,046)	14,227

B. Summary of Expenditures	Actual July-Sept 10	Expenditure Estimated Oct 10-June 11	Total Estimated FY 10-11	Adjusted Budget FY 10-11	Over/(Under) Budget
Services and Supplies	20,306	165,142	185,448	210,448	(25,000)
OT-Within Enterprise	0	0	0	0	0
Total Expenditures	20,306	165,142	185,448	210,448	(25,000)

Services and Supplies are anticipated to be \$25,000 under budget as follows:

Organics Reserve

Administration Costs are anticipated to be \$12,500 under budget due to a staff vacancy for a portion of the fiscal year.

HHW Facility Reserve

Administration Costs are anticipated to be \$12,500 under budget due to a staff vacancy for a portion of the fiscal year.

C. Summary of Revenues	Actual July-Sept 10	Revenue Estimated Oct 09 -June 10	Total Estimated FY 10-11	Adjusted Budget FY 10-11	Over/(Under) Budget
Interest on Pooled Cash	0	42,310	42,310	42,310	0
State-Other	0	0	0	0	0
OT-Within Enterprise	0	932,184	932,184	971,411	(39,227)
Total Revenues	0	974,494	974,494	1,013,721	(39,227)

Interest on Pooled Cash is anticipated to be \$8,768 under budget due to less contributions coming to the reserves from the appropriate cost centers.

OT-Within Enterprise is anticipated to be \$36,227 under budget due to fewer available funds being transferred from the working cost centers to the appropriate reserve centers.

D. Summary of Net Cost

The projected net cost for the reserve cost centers is as follows:

Organics	(698,878)
HHW Closure	(7,117)
HHW Facility	(12,520)
Contingency	(70,531)
Overall Net Cost	(789,046)

**Sonoma County Waste Management Agency
FY 10-11 First Quarter Revenue and Expenditure Summary and Projection
Wood Waste Detail**

799114

Expenditures

Sub-object	Description	Actual Jul-Sept 10	Expenditure Estimated Oct 10-June 11	Total Estimated FY 10-11	Adopted Budget FY 10-11	Over/ (Under) Budget
6103	Liability Insurance	835	0	835	950	(115)
6400	Office Expense	5	0	5	0	5
6521	County Services	0	525	525	525	0
6540	Contract Services	22,316	129,138	151,454	151,454	0
6573	Administration Costs	327	1,613	1,940	2,752	(812)
6629	Accounting Services	0	984	984	984	0
6630	Audit Services	0	1,500	1,500	1,500	0
7062	Enforcement Agency Fees	0	0	0	0	0
7400	Data Processing	327	1,636	1,963	1,963	0
Total Services and Supplies		23,810	135,396	159,206	160,128	(922)
8624	OT-Within Enterprise	0	22,450	22,450	22,450	0
	OT-Within Enterprise (PY)	0	30,000	30,000	30,000	0
Total Other Charges		0	52,450	52,450	52,450	0
Total Expenditures		23,810	187,846	211,656	212,578	(922)

Revenues

Sub-object	Description	Actual Jul-Sept 10	Revenue Estimated Oct 10-June 11	Total Estimated FY 10-11	Adopted Budget FY 10-11	Over/ (Under) Budget
1700	Interest on Pooled Cash	0	470	470	470	0
2901	Tipping Fee Revenue	14,454	147,654	162,108	162,108	0
4020	Other Sales	0	15,000	15,000	15,000	0
4102	Donations/reimbursements	0	5,000	5,000	5,000	0
Total Revenues		14,454	168,124	182,578	182,578	0
Net Cost		9,356	19,722	29,078	30,000	(922)

Sonoma County Waste Management Agency
FY 10-11 First Quarter Revenue and Expenditure Summary and Projection
Yard Debris Detail

799213

Expenditures

Sub-object	Description	Actual Jul-Sept 10	Expenditure Estimated Oct 10-June 11	Total Estimated FY 10-11	Adopted Budget FY 10-11	Over/ (Under) Budget
6104	Liability Insurance	2,131	0	2,131	2,425	(294)
6400	Office Expense	154	0	154	0	154
6521	County Services	0	1,000	1,000	1,000	0
6540	Contract Services	378,785	2,396,207	2,774,992	2,774,992	0
6573	Administratiion Costs	9,683	49,932	59,615	62,053	(2,438)
6610	Legal Services	0	2,000	2,000	2,000	0
6629	Accounting Services	0	4,727	4,727	4,727	0
6630	Audit Services	0	4,000	4,000	4,000	0
6820	Rents/Leases - Equipment	389	4,279	4,668	5,500	(832)
7062	Enforcement Agency Fee	0	18,000	18,000	20,000	(2,000)
7301	County Car	0	1,000	1,000	3,000	(2,000)
7302	Travel Expense	0	0	0	0	0
7400	Data Processing	654	3,273	3,927	3,927	0
Total Services and Supplies		391,796	2,484,418	2,876,214	2,883,624	(7,410)
8624	OT-Within Enterprise	0	358,226	358,226	358,226	0
	OT-Within Enterprise (PY)	0	400,000	400,000	400,000	0
8700	Reimbursements	0	0	0	0	0
Total Other Charges		0	758,226	758,226	758,226	0
Total Expenditures		391,796	3,242,644	3,634,440	3,641,850	(7,410)

Revenues

Sub-object	Description	Actual Jul-Sept 10	Revenue Estimated Oct 10-June 11	Total Estimated FY 10-11	Adopted Budget FY 10-11	Over/ (Under) Budget
1700	Interest on Pooled Cash	0	7,250	7,250	7,250	0
2901	Tipping Fee Revenue	270,585	2,874,015	3,144,600	3,144,600	0
4020	Other Sales	0	85,000	85,000	85,000	0
4102	Donations/Reimbursement	0	5,000	5,000	5,000	0
Total Revenues		270,585	2,971,265	3,241,850	3,241,850	0
Net Cost		121,211	271,379	392,590	400,000	(7,410)

Sonoma County Waste Management Agency
FY 10-11 First Quarter Revenue and Expenditure Summary and Projection
Household Hazardous Waste Detail

799312

Expenditures

Sub-object	Description	Actual Jul-Sept 10	Expenditure Estimated Oct 10-June 11	Total Estimated FY 10-11	Adopted Budget FY 10-11	Over/ (Under) Budget
6104	Liability Insurance	3,889	0	3,889	4,425	(536)
6400	Office Expense	3,417	2,000	5,417	4,000	1,417
6500	Professional Services	1,120	164,960	166,080	102,000	64,080
6521	County Services	0	2,300	2,300	2,300	0
6540	Contract Services	18,681	1,167,919	1,186,600	1,186,600	0
6573	Administration Costs	14,712	181,792	196,504	213,907	(17,403)
6610	Legal Services	1,346	6,654	8,000	8,000	0
6629	Accounting Services	0	2,266	2,266	2,266	0
6630	Audit Services	0	8,500	8,500	8,500	0
6785	Advertising	1,108	10,892	12,000	12,000	0
6840	Rents/Leases - Buildings	0	23,000	23,000	23,000	0
7303	Travel Expense	0	500	500	500	0
7400	Data Processing	327	1,636	1,963	1,963	0
Total Services and Supplies		44,600	1,572,419	1,617,019	1,569,461	47,558
8624	OT-Within Enterprise	0	0	0	0	0
	OT-Within Enterprise (PY)	0	0	0	0	0
	HHW Closure	0	6,667	6,667	6,667	0
8700	Reimbursements	0	0	0	(5,288)	5,288
Total Other Charges		0	6,667	6,667	1,379	5,288
9650	Prior Year Encumbrance	640	0	640	699	(59)
Total Expenditures		45,240	1,579,086	1,624,326	1,571,539	52,787

Revenues

Sub-object	Description	Actual Jul-Sept 10	Revenue Estimated Oct 10-June 11	Total Estimated FY 10-11	Adopted Budget FY 10-11	Over/ (Under) Budget
1700	Interest on Pooled Cash	0	420	420	420	0
2500	State-Other	0	164,960	164,960	102,000	62,960
2901	Tipping Fee Revenue	100,499	1,105,489	1,205,988	1,128,120	77,868
3980	Prior Year Revenue	1	0	1	0	1
4102	Donations/Reimbursement	9,640	338,431	348,071	348,071	0
Total Revenues		110,140	1,609,300	1,719,440	1,578,611	140,829
Net Cost		(64,900)	(30,214)	(95,114)	(7,072)	(88,042)

Sonoma County Waste Management Agency
FY 10-11 First Quarter Revenue and Expenditure Summary and Projection
Education Detail

799411

Expenditures

Sub-object	Description	Actual Jul-Sept 10	Expenditure Extimated Oct 10-June 11	Total Estimated FY 10-11	Adopted Budget FY 10-11	Over/ (Under) Budget
6103	Liability Insurance	1,252	0	1,252	1,425	(173)
6300	Miscellaneous Expense	894	0	894	0	894
6400	Office Expense	5,317	5,683	11,000	11,000	0
6500	Professional Services	18,200	0	18,200	0	18,200
6521	County Services	0	2,300	2,300	2,300	0
6540	Contract Services	1,464	25,530	26,994	26,994	0
6570	Consultant Services	63	0	63	0	63
6573	Administration Costs	13,051	194,965	208,016	218,388	(10,372)
6610	Legal Services	3,178	21,822	25,000	25,000	0
6629	Accounting Services	0	1,873	1,873	1,873	0
6630	Audit Services	0	3,000	3,000	3,000	0
6820	Rents/Leases - Buildings	195	0	195	0	195
6840	Rents/Leases - Buildings/Improve	2,400	100	2,500	2,500	0
7302	Travel Expense	589	0	589	0	589
7400	Data Processing	327	1,636	1,963	1,963	0
7402	DP-New Projects	0	23,000	23,000	0	23,000
Total Services and Supplies		46,930	279,909	326,839	294,443	32,396
8624	OT-Within Enterprise	0	45,116	45,116	84,343	(39,227)
	OT-Within Enterprise (PY)	0	0	0	0	0
8700	Reimbursements	0	0	0	(21,500)	21,500
Total Other Charges		0	45,116	45,116	62,843	(17,727)
Total Expenditures		46,930	325,025	371,955	357,286	14,669

Revenues

Sub-object	Description	Actual Jul-Sept 10	Revenue Extimated Oct 10-June 11	Total Estimated FY 10-11	Adopted Budget FY 10-11	Over/ (Under) Budget
1700	Interest on Pooled Cash	0	890	890	890	0
2500	State-Other	0	0	0	0	0
2901	Tipping Fee Revenue	21,626	221,134	242,760	242,760	0
4040	Miscellaneous Revenue	7,500	0	7,500	0	7,500
4103	Donations/Reimbursement	0	28,636	28,636	28,636	0
Total Revenues		29,126	250,660	279,786	272,286	7,500
Net Cost		17,804	74,365	92,169	85,000	7,169

Sonoma County Waste Management Agency
FY 10-11 First Quarter Revenue and Expenditure Summary and Projection
Diversion Detail

799510

Expenditures

Sub-object	Description	Actual Jul-Sept 10	Expenditure Estimated Oct 10-June 11	Total Estimated FY 10-11	Adopted Budget FY 10-11	Over/ (Under) Budget
6104	Liability Insurance	0	0	0	0	0
6400	Office Expense	0	0	0	0	0
6500	Professional Services	0	0	0	0	0
6521	County Services	0	0	0	0	0
6573	Administration Costs	0	0	0	0	0
6610	Legal Services	0	0	0	0	0
6629	Accounting Services	0	0	0	0	0
6630	Audit Services	0	0	0	0	0
7302	Travel Expense	0	0	0	0	0
7400	Data Processing	0	0	0	0	0
Total Services and Supplies		0	0	0	0	0
8624	OT-Within Enterprise	0	47,237	47,237	47,237	0
	OT-Within Enterprise (PY)	0	0	0	0	0
8700	Reimbursements	0	0	0	0	0
Total Other Charges		0	47,237	47,237	47,237	0
Total Expenditures		0	47,237	47,237	47,237	0

Revenues

Sub-object	Description	Actual Jul-Sept 10	Revenue Estimated Oct 10-June 11	Total Estimated FY 10-11	Adopted Budget FY 10-11	Over/ (Under) Budget
1700	Interest on Pooled Cash	0	352	352	352	0
2500	State-Other	0	0	0	0	0
2901	Tipping Fee Revenue	0	0	0	0	0
4102	Donations/Reimbursement	0	0	0	0	0
Total Revenues		0	352	352	352	0
Net Cost		0	46,885	46,885	46,885	0

**Sonoma County Waste Management Agency
FY 10-11 First Quarter Revenue and Expenditure Summary and Projection
Planning Detail**

799619

Expenditures

Sub-object	Description	Actual Jul-Sept 10	Expenditure Estimated Oct 10-June 11	Total Estimated FY 10-11	Adopted Budget FY 10-11	Over/ (Under) Budget
6103	Liability Insurance	835	0	835	950	(115)
6400	Office Expense	6	0	6	0	6
6521	County Services	0	800	800	800	0
6540	Contract Services	0	0	0	0	0
6573	Administration Costs	1,573	40,308	41,881	47,474	(5,593)
6590	Engineering Services	0	0	0	0	0
6610	Legal Services	0	4,000	4,000	4,000	0
6629	Accounting Services	0	393	393	393	0
6630	Audit Services	0	1,000	1,000	1,000	0
7302	Travel Expense	0	0	0	0	0
7400	Data Processing	327	1,636	1,963	1,963	0
Total Services and Supplies		2,741	48,137	50,878	56,580	(5,702)
8624	OT-Within Enterprise	0	22,488	22,488	22,488	0
	OT-Within Enterprise (PY)	0	0	0	0	0
Total Other Charges		0	22,488	22,488	22,488	0
Total Expenditures		2,741	70,625	73,366	79,068	(5,702)

Revenues

Sub-object	Description	Actual Jul-Sept 10	Revenue Estimated Oct 10-June 11	Total Estimated FY 10-11	Adopted Budget FY 10-11	Over/ (Under) Budget
1700	Interest on Pooled Cash	0	210	210	210	0
2901	Tipping Fee Revenue	5,089	55,979	61,068	57,120	3,948
3980	Prior Year Revenue	(1)	0	(1)	0	(1)
4102	Donations/Reimbursement	0	6,738	6,738	6,738	0
Total Revenues		5,088	62,927	68,015	64,068	3,947
Net Cost		(2,347)	7,698	5,351	15,000	(9,649)

Sonoma County Waste Management Agency
FY 10-11 First Quarter Revenue and Expenditure Summary and Projection
Organics Reserve Detail

799221

Expenditures

Sub-object	Description	Actual Jul-Sept 10	Expenditure Estimated Oct 10-June 11	Total Estimated FY 10-11	Adopted Budget FY 10-11	Over/ (Under) Budget
6573	Administration Costs	1,685	87,393	89,078	101,578	(12,500)
6590	Engineering Services	1,255	24,745	26,000	26,000	0
6610	Legal Services	15,152	8,848	24,000	24,000	0
6630	Audit Services	0	1,500	1,500	1,500	0
7302	Travel Expense	0	0	0	0	0
Total Services and Supplies		18,092	122,486	140,578	153,078	(12,500)
Total Expenditures		18,092	122,486	140,578	153,078	(12,500)

Revenues

Sub-object	Description	Actual Jul-Sept 10	Revenue Estimated Oct 10-June 11	Total Estimated FY 10-11	Adopted Budget FY 10-11	Over/ (Under) Budget
1700	Interest on Pooled Cash	0	28,780	28,780	28,780	0
4624	OT-Within Enterprise	0	810,676	810,676	810,676	0
Total Revenues		0	839,456	839,456	839,456	0
Net Cost		18,092	(716,970)	(698,878)	(686,378)	(12,500)

**Sonoma County Waste Management Agency
FY 10-11 First Quarter Revenue and Expenditure Summary and Projection
HHW Closure Detail**

799320

Expenditures

Sub-object	Description	Actual Jul-Sept 10	Expenditure Estimated Oct 10-June 11	Total Estimated FY 10-11	Adopted Budget FY 10-11	Over/ (Under) Budget
8624	OT-Within Enterprise	0	0	0	0	0
TOTAL SERVICES & SUPPL		0	0	0	0	0
TOTAL EXPENDITURES		0	0	0	0	0

Revenues

Sub-object	Description	Actual Jul-Sept 10	Revenue Estimated Oct 10-June 11	Total Estimated FY 10-11	Adopted Budget FY 10-11	Over/ (Under) Budget
1700	Interest on Pooled Cash	0	450	450	450	0
4624	OT-Within Enterprise	0	6,667	6,667	6,667	0
TOTAL REVENUES		0	7,117	7,117	7,117	0
NET COST		0	(7,117)	(7,117)	(7,117)	0

Sonoma County Waste Management Agency
FY 10-11 First Quarter Revenue and Expenditure Summary and Projection
HHW Facility Reserve Detail

799718

Expenditures

Sub-object	Description	Actual Jul-Sept 10	Expenditure Estimated Oct 10-June 11	Total Estimated FY 10-11	Adopted Budget FY 10-11	Over/ (Under) Budget
6540	Contract Services	0	0	0	0	0
6573	Administration Costs	0	0	0	0	0
6590	Engineering Services	0	0	0	0	0
6610	Legal Services	0	0	0	0	0
Total Services and Supplies		0	0	0	0	0
Total Expenditures		0	0	0	0	0

Revenues

Sub-object	Description	Actual Jul-Sept 10	Revenue Estimated Oct 10-June 11	Total Estimated FY 10-11	Adopted Budget FY 10-11	Over/ (Under) Budget
1700	Interest on Pooled Cash	0	12,520	12,520	12,520	0
2500	State-Other	0	0	0	0	0
4624	OT-Within Enterprise	0	0	0	0	0
Total Revenues		0	12,520	12,520	12,520	0
Net Cost		0	(12,520)	(12,520)	(12,520)	0

Sonoma County Waste Management Agency
FY 10-11 First Quarter Revenue and Expenditure Summary and Projection
Contingency Reserve Detail

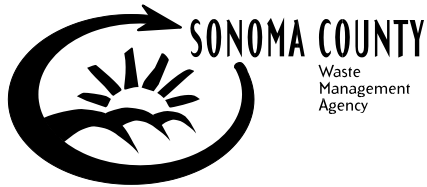
799718

Expenditures

Sub-object	Description	Actual Jul-Sept 10	Expenditure Estimated Oct 10-June 11	Total Estimated FY 10-11	Adopted Budget FY 10-11	Over/ (Under) Budget
6573	Administration Costs	1,336	34,034	35,370	47,870	(12,500)
6610	Legal Services	878	8,122	9,000	9,000	0
6630	Audit Services	0	500	500	500	0
Total Services and Supplies		2,214	42,656	44,870	57,370	(12,500)
8624	OT-Within Enterprise	0	0	0	0	0
	OT-Within Enterprise (PY)	0	0	0	0	0
Total Other Charges		0	0	0	0	0
Total Expenditures		2,214	42,656	44,870	57,370	(12,500)

Revenues						
Sub-object	Description	Actual Jul-Sept 10	Revenue Estimated Oct 10-June 11	Total Estimated FY 10-11	Adopted Budget FY 10-11	Over/ (Under) Budget
1700	Interest on Pooled Cash	0	560	560	560	0
4624	OT-Within Enterprise	0	114,841	114,841	154,068	(39,227)
Total Revenues		0	115,401	115,401	154,628	(39,227)

Net Cost		2,214	(72,745)	(70,531)	(97,258)	26,727
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Agenda Item #: 9.4
Cost Center: Education
Staff Contact: Carter
Agenda Date: 11/17/2010

ITEM: Beverage Container Recycling Program Purchase

I. BACKGROUND

In January 2000, the California Department of Conservation appropriated \$10.5 million annually to be paid to cities and counties to support the recycling of cans and bottles. Responsibility for dispersing the funds now resides with the California Department of Resources Recycling and Recovery. The SCWMA has administered this program for all Sonoma County jurisdictions since 2000, collecting the funds, creating agreements for beverage container collection service, and purchasing new collection containers and enclosures.

II. DISCUSSION

The City of Healdsburg has requested ten recycling containers to improve recycling opportunities in its downtown area. City staff provided specifications from previous recycling container purchases so the new containers could be built to match previous purchases.

III. FUNDING IMPACT

The Agency has approximately \$37,000 in funding for promoting beverage container recycling in Sonoma County. \$20,835 from this funding would be used to purchase these ten containers.

IV. RECOMMENDED ACTION / ALTERNATIVES TO RECOMMENDATION

Staff recommends authorizing the Interim Executive Director to sign a purchase order for ten recycling containers from Park Pacific in the amount of \$20,835.

V. ATTACHMENTS

Price Quote from Park Pacific
Resolution

Approved by: _____
Susan Klassen, Interim Executive Director, SCWMA



P.O. Box 4999
Walnut Creek, CA 94596
888-460-7275
888-461-7275 fax

Quote

Date	Estimate #
10/26/2010	5475

Project Name	Location	Ref. #
Park Plaza Renovation/DT Stree	Healdsburg, CA	0059-1818

Item	Description	Qty	Rate	Total
2667-DT-M	Columbia Cascade TimberForm® Model # 2667-DT-M, CRAFTSMEN Litter Container, Dome Top, Modified to include lettering on all sides to read "RECYCLE", 36-gallon capacity plastic liner, Chrysanthemum Graphic in Cast Iron Surround, no highlighting, Surface Mount, CASPAX-7 powder-coated color (REGAL BLUE)	10	1,800.00	18,000.00T
Shipping	Freight		1,215.00	1,215.00

Estimated Lead Time: 30-45 Days *

*Shipment can occur AFTER receipt of an acceptable order, payment in full or ParkPacific approval of payment proposal, approved submittals (if necessary), and color selection. ParkPacific terms and billing apply. This quotation is subject to all appropriate taxes. This quotation is valid for 30 days and subject to our confirmation thereafter. Products ship unassembled in most cases, and include assembly hardware, except anchoring bolts. Shipping packages are usually heavy and awkward and require mechanical handling to accomplish truck unloading at destination. Truck unloading, job site work, and installation are extra and not included in this quotation. Please contact ParkPacific if you have questions or would like to proceed with an order.
 Tel # 1-888-460-7275
 Fax # 1-888-461-7275

Subtotal	\$19,215.00
Sales Tax (9.0%)	\$1,620.00
Total	\$20,835.00

DATED: November 17, 2010

RESOLUTION OF THE SONOMA COUNTY WASTE MANAGEMENT AGENCY
AUTHORIZING THE PURCHASE OF RECYCLING CONTAINERS FROM PARK PACIFIC
FOR USE IN THE CITY OF HEALDSBURG.

WHEREAS, the California State beverage container recycling legislation was amended by Senate Bill 332 to increase the number and types of containers with California Redemption Value and appropriated funds for distribution to jurisdictions for the express purpose of increasing the diversion of California Redemption Value containers; and

WHEREAS, the Cities of Cloverdale, Cotati, Healdsburg, Petaluma, Rohnert Park, Santa Rosa, Sebastopol, and Sonoma, the Town of Windsor, and the County of Sonoma have authorized the California State Department of Resources Recycling and Recovery 2009-10 City/County Payment Program funds to be dispersed to the Sonoma County Waste Management Agency, once funds are received by their fiscal agents, for the purpose of continuing the implementation of the beverage container recycling program throughout the jurisdictions of Sonoma County; and

WHEREAS, diverting recyclables, including beverage containers, from the County disposal sites is one of the goals towards meeting the California Integrated Waste Management Act of 1989 (AB 939) diversion requirement of 50 percent by 2000; and

WHEREAS, each of the jurisdictions in the County have a mutual goal of serving the residents of Sonoma County.

NOW THEREFORE, BE IT RESOLVED that the Sonoma County Waste Management Agency authorizes the Executive Director to sign a purchase order for the purchase 10 recycling containers from Park Pacific at a cost of \$20,835 for use in the City of Healdsburg.

MEMBERS:

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Cloverdale	Cotati	County	Healdsburg	Petaluma
--	--	--	--	--
Rohnert Park	Santa Rosa	Sebastopol	Sonoma	Windsor

AYES: - - NOES: - - ABSENT: - - ABSTAIN: - -

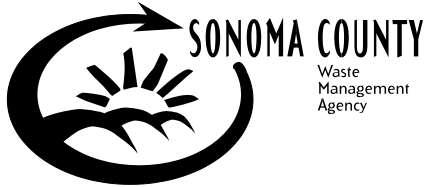
SO ORDERED.

The within instrument is a correct copy
of the original on file with this office.

ATTEST:

DATE:

Elizabeth Koetke
Clerk of the Sonoma County Waste Management
Agency of the State of California in and for the
County of Sonoma



Agenda Item #: 9.5
Cost Center: Education
Staff Contact: Chilcott
Agenda Date: 11/17/2010

ITEM: Mandatory Commercial Recycling Measure update

I. BACKGROUND

The California Air Resources Board (ARB) Scoping Plan for the California Global Warming Solutions Act of 2006 (AB 32, Núñez, Chapter 488, Statutes of 2006) was adopted with a Mandatory Commercial Recycling Measure designed to achieve a reduction in greenhouse gas emissions of 5 million metric tons of carbon dioxide (CO₂) equivalents by 2020 and beyond.

Under the Scoping Plan, the California Department of Resource, Recycling and Recovery (CalRecycle) is the lead Agency for implementation and compliance with the measure. Under the draft Regulations, jurisdictions must implement a commercial recycling program by July 2012 that consists of education, outreach and monitoring, regardless if the jurisdiction has previously met the 50% per capita disposal target.

Complying with this Measure, one of which is by local ordinance, is the responsibility of local jurisdictions. To assist with planning, the Agency Board has received the following presentations/information:

- May 19, 2010 Agency meeting. Presentation from Yvonne Hunter, Institute for Local Government (ILG) about their Sample Commercial Recycling Ordinance prepared under a contract with CalRecycle. ILG is the research and education affiliate of the League of California Cities and the California State Association of Counties.
- August 18, 2010 Staff report Mandatory Commercial Recycling Measure Update.
- October 20, 2010 Presentation from Susan Warner, Salinas Valley Solid Waste Management Authority, about their mandatory commercial/multifamily recycling ordinance.

The discussion below is a summary of an informational webinar, the second in a series, hosted by ILG designed to assist provide local governments with information to achieve compliance with regulation.

II. DISCUSSION

On October 6, 2010, the ILG hosted a webinar, "Creating Effective Commercial Recycling Education and Outreach Activities." Presentations were designed to give an overview of the progress of the draft regulations and to provide information about effective education programs from local government and private hauler perspectives.

Speaker: Dr. Howard Levenson, Assistant Director of Materials Management and Local Assistance Program, CalRecycle.

CalRecycle and ARB staff has developed the following timeline for adoption, implementation and enforcement of the measure. Project timeline:

- **December 2010**—CalRecycle to publish updated cost model calculator to estimate climate, financial, and diversion benefits of commercial recycling, as well as the revised draft regulatory language.
- **January 2011**—CalRecycle to host informal stakeholder workshop to solicit comment on the cost model and the revised draft regulatory language.
- **Spring 2011**—ARB hearing to consider the adoption of the commercial recycling regulation.
- **January 1, 2012**—Effective date of the commercial recycling regulation.
- **July 1, 2012**—Effective date for jurisdictions and businesses to implement commercial recycling programs.
- **August 2014**—First review of jurisdictions' implementation of the regulation with reviews conducted every biennial or quadrennial review cycle thereafter.
- **2014 and 2019**—Staff conducts comprehensive waste characterization studies to measure the commercial recycling disposal and emission reductions at the statewide level.
- **2015**—Reports to the ARB on progress and evaluate effectiveness of regulation and potentially set additional goals.

Potential revisions to the draft regulations include definitions for rural exemption, transformation and mixed waste processing. There is also discussion about revising the threshold for compliance from 5 multi-unit complexes to 16 multi-unit complexes. An onsite manager is required at 16 or more unit complexes.

Criteria CalRecycle will use to determine if a jurisdiction is in compliance with Regulation:

1. Has the jurisdiction made the political decisions necessary to develop an overall plan and is actively engaged in implementing programs according to the plan.
2. Are recycling facilities reasonably located so that it is cost effective for people to use. Are there other market constraints that might preclude recycling of certain materials.
3. Have you identified businesses in your jurisdiction that should be recycling? Are you putting resources into monitoring those businesses?
4. Have you used your existing programs to enhance outreach to businesses? Did you create something new? Did you do nothing?
5. If a business is not recycling, did you contact them about the requirements?

CalRecycle commented that schools and school districts are technically commercial accounts and therefore subject to the Mandatory Recycling Measure. However, CalRecycle and local government have very limited legal authority to regulate schools as it relates to waste services, especially through franchise agreements. So, local jurisdictions are expected to provide education/outreach to schools about the new regulations. Yet, like AB939 reporting, jurisdictions are not responsible for failure of the schools to implement programs.

Regarding potential passage of Proposition 23 and how it negatively affects this Mandatory Measure, CalRecycle did not comment as there is too much speculation and not enough information.

Speaker: Brian Moura, Assistant City Manager for the City of San Carlos

Mr. Moura reported on a “Recycling Blitz” education campaign the City of San Carlos is conducting in conjunction with its new franchised hauler, Recology. The context is the roll-out of single-stream recycling in conjunction with a mandatory commercial/multifamily recycling ordinance effective Jan. 1, 2011. See http://www.ca-ilg.org/sites/ilgbackup.org/files/resources/San_Carlos_Commercial_Recycling_ordinance_-_Adopted.pdf for copy of Ordinance No. 1418.

Community outreach ideas could be replicated:

- Branding for the program single-stream recycling “BizSmart” for commercial accounts; “CartSmart” for residential service.
- Develop informational videos to use as trailers at movie theatres, as part of presentations to groups (e.g., Rotary club, Chamber Mixers, etc.) Only mail DVDs by request, otherwise post videos online and on social media sites (e.g., Facebook, You Tube, etc.). See http://www.recologysanmateocounty.com/videos.php#single_family for San Carlos’s inspirational videos.
- Engage code enforcement groups early as there are always contamination issues with certain businesses.
- Develop programs and outreach materials in conjunction with the franchised garbage company. Conduct outreach to the community 6 months in advance of regulations.
- While educating the public about new programs, remind them of existing services.

Speaker: Lynn France, Environmental Services Program Manager, City of Chula Vista

The context is that the city of Chula Vista implemented a Mandatory Commercial Recycling Ordinance in 1990. In the agreement with their garbage company, the city retained responsibility for education/marketing with franchise fees providing partial funding, \$69,000 annually, toward the City’s Recycling Specialist. This report summarized aspects of Chula Vista’s mature program:

- Innovative pricing defined in the franchise agreement entices businesses to recycle. Businesses can choose either bin or residential cart service for either trash or recycling in any configuration with emphasis towards making recycling more cost effective. For example, 3 c.y. trash bin 2 times a week = \$201.11 versus 3 c.y. recycle bin 2 times a week = \$53.13.
- For reluctant-to-recycle businesses, city staff meets with the business to share information about the ordinance. Face to face communication almost always gains compliance.
- Adopted a Space Allocation Ordinance in 2005 for space allocation for all subdivisions and any new construction requiring a building permit or costing more than \$20,000 to construct. This comprehensive online booklet specifying enclosure size, materials, pedestrian/truck access, etc. is used by architects and designs. See https://www.ca-ilq.org/sites/ilqbackup.org/files/resources/City_of_Chula_Vista_Recycling_and_Solid_Waste_Manual.pdf for a copy of this manual. For final permit, the City’s Environmental Services Program Manager reviews and approves of the architect’s plans.
- For education at multifamily complexes do not rely on the property manager as they are too busy to take on additional tasks. Instead, mail tenants information directly.
- For outreach to commercial businesses, do not use utility bill inserts as the information goes directly to the billing department and not to those responsible for waste diversion programs.
- In developing their “Chula Vista Clean Program,” similar in structure to the “Sonoma Green Business Program,” Chula Vista developed a web site portal www.chulavistaca.gov/Clean of all the public departments involved in environmental education including pollution prevention, energy conservation, water conservation and solid waste reduction.

Speaker: Kit Cole, Director of External Affairs for Waste Management in Los Angeles

The context is that Waste Management, a franchised garbage company throughout California, has experience working with jurisdictions on implementing mandatory recycling ordinances. From the garbage company’s perspective where there is significant competition among many private companies for waste/recycling services and government plays a critical role:

- Government needs to set up a level playing field among franchised and other private companies.
- When developing a program, include local garbage companies early in the process.
- Business recycling programs that offer “free” or “low cost” service get better results with businesses.

- Outreach to businesses early, well before mandatory requirements commence. Be conscientious about reaching businesses at a time and place convenient for them.
- Create well-defined diversion goals.
- Government supported enforcement is necessary for ordinances, especially in tough economic times. Softly implementing a mandatory program does not work.
- Educate businesses, like residents. For example, describe in detail what's recyclable in the blue cart using pictures, few words.
- While door-to-door outreach is very labor intensive, there is really no substitute. Garbage company staff prefers to conduct site visits with a government representative to help reinforce messages of compliance with ordinances.

For more information and to access documents and resources related to the Oct. 6, 2010 webinar, visit <http://www.ca-ilg.org/node/2979>. The next ILG webinar is scheduled December 16, 2010 and will share options for effective enforcement, monitoring and compliance activities as a part of a commercial recycling ordinance.

III. FUNDING IMPACT

There are no funding impacts resulting from this transmittal.

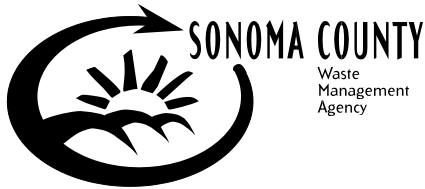
IV. RECOMMENDED ACTION / ALTERNATIVES TO RECOMMENDATION

Continue monitoring the progress of the regulations and provide education about models implemented by other local jurisdictions.

V. ATTACHMENTS

There are no attachments.

Approved by: _____
Susan Klassen, Interim Executive Director, SCWMA



Agenda Item #: 9.6
Cost Center: Education
Staff Contact: Chilcott
Agenda Date: 11/17/2010

ITEM: PG&E Voluntary Fluorescent Lamp Take Back Grant

I. BACKGROUND

The SCWMA recognizes that Extended Producer Responsibility (EPR) is a waste management approach that will assist in managing waste products by shifting responsibility for discarded products away from local governments to the manufacturers. In support of this goal, staff time for Product Stewardship efforts is budgeted in the Work Plan for FY 10-11.

Currently, the Agency spends over \$90,000 per month to manage products banned from landfill disposal. This expense is projected to increase as participation in the Household Hazardous Waste programs increase. In 2009, the participation rate among households in Sonoma County was 11.6% (199,018 number of Households reported in Sonoma County in January 2009), in 2007 the participation rate was 8.3%, in 2006 7.7% and 7.4% in 2005.

The use of fluorescent lamps has proliferated as an energy-efficient replacement for incandescent bulbs. At the end of their life, disposal of fluorescent lamps presents a challenge as they contain toxic mercury vapors. In 2006, California's Universal Waste Regulations went into effect and fluorescent lamps were banned from landfill disposal. Historically, few options for recycling collection exist locally: 1) Disposal through the Agency's Household Hazardous Waste programs 2) Drop-off at participating retailers: Friedman's Home Improvement -CFLs only, Home Depot-CFLs only, Sebastopol Hardware Center-all kinds of lamps accepted, and True Value Hardware-all kinds of lamps accepted.

The Agency's cost of handling fluorescent lamps and CFLs continues to rise. In FY 07-08, the Agency spent \$24,551.52 for disposal of fluorescent bulbs/CFLs. In FY 09-10, the Agency spent \$35,342 for disposal of fluorescent bulb/CFLs.

To expand opportunities for public collection of spent fluorescent lamps and encourage EPR, on April 27, 2010 the Agency applied for a one-time \$7,500 grant from the PG&E Corporation Foundation. On August 23, 2010, the Agency received a funding notice and was paid in full. Grant monies will likely be spent and the project completed by the end of 2010.

Figure 1: Posters English & Spanish for the Voluntary Fluorescent Lamp Take-Back Program



II. DISCUSSION

About the Agency's & PG&E's Voluntary Fluorescent Lamp Take-Back Program:

This project seeks to expand the number of drop-off locations for spent fluorescent lamps (CFLs and 4' lamps) for residents (English and Spanish speaking) in Sonoma County. For public drop-off convenience, targeted locations were locally owned home improvement stores. Stores that express interest in being a collection spot were offered a one-time incentive of a pre-paid collection/recycling box for CFLs and 4' lamps, English/Spanish posters, Agency resources (i.e., Recycling Guide, Toxics Disposal Brochure, business cards) and publicity for their program through radio, newspaper, online and in Agency publications (i.e., Sonoma County Recycling Guide 2011).

A secondary goal of the project was to encourage Sonoma County residents and businesses about EPR as it encourages retailers to continue collection/recycling program after the grant project has ended. In addition to the \$7,500 PG&E grant, the Agency will contribute at least \$6,228.10 of in-kind staff time to this project which is organized in the tasks below.

Budget

PG&E funded grant proposal			
Task 1: Recruitment/Outreach			
		MATCHING EXPENSE (matching is comprised of Agency staff time)	GRANT FUNDED
1.1	Contact targeted retail store owners/managers	\$1,021.00	
1.2	Develop introductory letter and resources	\$1,021.00	
1.3	Develop and print posters, resources materials	\$408.40	\$300.00
1.4	Purchase pre-paid fluorescent lamp disposal boxes from MDS	\$204.20	\$2,775.00
1.5	Recycling Guide 2011 update	\$1,021.00	
Task 2: Media			
2.1	Newspaper media publicity	\$1,531.00	\$1,467.00
2.2	Radio media publicity	\$204.20	\$2,958.00
2.3	Web page on the Agency's web site	\$816.80	
TOTAL		\$6,228.10	\$7,500.00

Results:

Seven new locations were recruited to become "Recycling Partners" agreeing to collect spent CFLs, 4-foot lamps from the public. To demonstrate their commitment to the program, Recycling Partners signed a Participation Agreement Letter and completed a Recycling Partner Material Request Form. All stores received pre-paid disposal containers from Mercury Disposal Systems (MDS). MDS was selected as the disposal vendor as they operate similar disposal programs with government agencies and PG&E in other CA jurisdictions. Below lists current locations:

Retailers accepting CFLs and other kinds of fluorescent lamps: for residents only		
<u>Boyes Hot Springs</u> (NEW) Parsons Lumber & Hardware Drop-off: CFLs and 4-foot lamps.	<u>Cotati</u> Lowe's Home Improvement Drop-off: CFLs only. (Lowe's store recently began collecting CFLs independent of this project.) True Value Hardware Cotati Drop-off & fee: all kinds.	<u>Geyersville</u> (NEW) Bosworth and Son General Merchandise Drop-off: CFLs & 4-foot lamps only.

<p><u>Guerneville</u> True Value Hardware Guerneville Drop-off & fee: all kinds.</p> <p><u>Healdsburg</u> (NEW) Healdsburg Lumber Company Drop-off: CFLs & 4-foot lamps only.</p> <p><u>Rohnert Park</u> Home Depot Drop-off: CFLs only.</p> <p><u>Santa Rosa</u> (NEW) Bennett Valley Ace Hardware Drop-off: CFLs & 4-foot lamps only.</p>	<p><u>Santa Rosa cont.</u> Friedman's Home Improvement Drop-off: CFLs only.</p> <p>Home Depot Drop-off: CFLs only.</p> <p>(NEW) Montecito True Value Hardware Drop-off: CFLs & 4-foot lamps only.</p> <p>(NEW) True Value Hardware Larkfield Drop-off: CFLs & 4-foot lamps only.</p>	<p><u>Sebastopol</u> Sebastopol Hardware Center Drop-off & fee: all kinds</p> <p><u>Sonoma</u> Friedman's Home Improvement Drop-off: CFLs only.</p> <p><u>Windsor</u> (NEW) Garrett Hardware Windsor Drop-off: CFLs & 4-foot lamps only.</p> <p>Home Depot Drop-off: CFLs only.</p>
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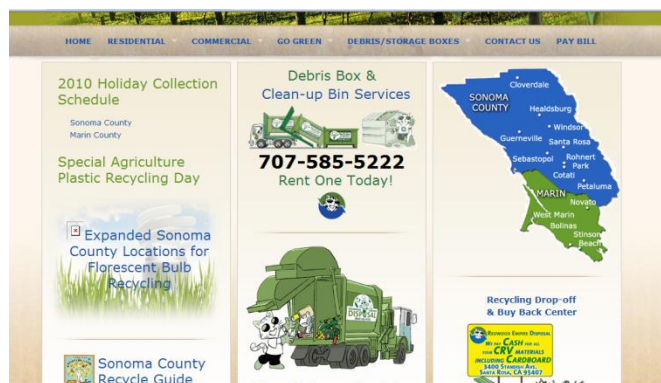
Publicity

- Maverick Media is responsible for publicity through radio and their related web sites. Specially created for the Agency and this program, Maverick Media launched "Rockers Recycle" appearing on the Fox 101.7 web site <http://www.kxfox.com/rockersrecycle.aspx> (see Figure 2)
- Maverick Media worked with Agency staff to develop three versions of the radio spot advertising new and existing fluorescent lamp take-back locations in the North County, Santa Rosa and Sonoma/West County. Radio spots will air primarily on Froggy and 101.7 the Fox in the month of November.
- New fluorescent lamp take-back locations were added to the Agency's web site <http://recyclenow.org/toxics/fluorescent.aspx>.
- Link on North Bay Corporation's web site <http://unicycler.com/> (See Figure 3)
- The seven new voluntary take-back locations will receive a "Product Stewardship Award," at the March 11, 2011 Business Environmental Alliance

Figure 2: Radio 101.7 the Fox "Rockers Recycle" web site featuring the Voluntary Fluorescent Lamp Take-Back Program



Figure 3: North Bay Corporation web site home page featuring the Voluntary Fluorescent Lamp Take-Back Program



Breakfast organized by the Sonoma County Economic Development Board.

- Newspaper ads will be placed in November, 2010.

III. FUNDING IMPACT

There was additional unexpected revenue/expenditure of \$7,500 in FY 10-11 as a result of this grant project.

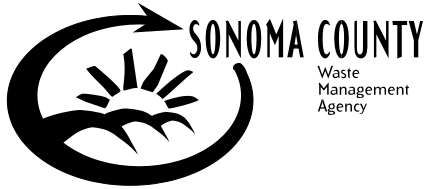
IV. RECOMMENDED ACTION / ALTERNATIVES TO RECOMMENDATION

This item is only informational and there is no recommended action.

V. ATTACHMENTS

There are no attachments.

Approved by: _____
Susan Klassen, Interim Executive Director, SCWMA



Agenda Item #: 12
Cost Center: Organics
Staff Contact: Fisher
Agenda Date: 11/17/2010

Item: Construction and Demolition (C&D) Pilot Project

I. BACKGROUND

The County of Sonoma (County) entered into a Franchise Agreement (Agreement) with Redwood Empire Disposal Sonoma County Inc. (RED) on September 29, 2009 in order to fulfill a number of solid waste, diversion and public health statutes.

The agreement is an exclusive franchise with RED to collect solid waste from the unincorporated areas of Sonoma County. The County required flow control for the collected material with the exception of single stream recyclables.

On October 19, 2010, the Board of Supervisors adopted an amended restated Agreement, which contained several provisions that are beneficial to the Agency; such as RED will be delivering their residual solid waste from their recycling/processing facilities within Sonoma County to the Central Disposal Site. The in-county processing of residuals replaces hauling them to facilities outside the county.

II. DISCUSSION

RED and County desire to implement a two year pilot Construction and Demolition Debris (C&D) program, which could be incorporated into the remaining term of the Agreement if the pilot program proves successful. The implementation of the pilot program is subject to agreement from the Sonoma County Waste Management Agency (SCWMA). The pilot program will also be subject to approval from the Local Enforcement Agency as well as other regulatory agencies and may be subject to permit modifications or revisions.

Prior to implementation of the pilot program, if either party determines that the program is not feasible to implement, that party may terminate the pilot concept by providing the other party with thirty (30) days written notice. Once the pilot program is implemented it will be operated for a period of two years.

Under the proposed terms of the pilot program, RED will bring C&D boxes, which are committed to County under the terms of the Agreement, to either Healdsburg or Sonoma Transfer Stations. RED will provide two or three extra employees at each location for the duration of the pilot program.

As C&D loads are dumped onto the transfer station floor, the contents of the load will be sorted and recyclable commodities; such as green waste, wood waste, cardboard, metals, concrete, etc., will be diverted to the appropriate destinations. The green waste and wood waste will be transferred to the composting facility, Sonoma Compost Company, located at the Central Disposal Site. The other recyclables, cardboard, metals, concrete, etc. will be transferred to various other recycle markets as appropriate.

RED shall weigh all recycled commodities as the loads exit the transfer stations and will make commercially reasonable efforts to achieve at least 50% diversion of the all C&D material RED delivers to the transfer stations. RED anticipates an additional 14,000 tons of material being available for processing within the county.

At the end of the two year pilot program both parties shall mutually decide whether to continue the pilot as a portion of the Agreement. This decision would require a letter signed by both parties within 60 days of the end of the two year pilot program. In the event that the pilot program is terminated under the terms of RED's franchise agreement with the County, RED will still be required to direct the C&D boxes to a local permitted processor for proper diversion.

FUNDING IMPACT

The Agreement provides for the residuals from RED operations to come to the county system, which will bring an estimated 60 tons per day of additional tonnage. Using the \$5.95 tipping fee, this could result in an increase of approximately \$90,000 revenue to the surcharge cost centers.

C&D boxes coming to the transfer stations per the Agreement and being processed by RED will result in an estimated \$83,000 tipping fee for the Agency surcharge cost centers. Additionally, there is to be an estimated 7,000 tons of new diversion that has gone unreported until now.

RED estimates that on average 25% of each C&D box could contain green or wood waste. The County is working with RED to sample C&D boxes to determine if the estimated average is accurate. Once the percentage is determined and an agreement is approved by the Agency, the agreed upon revenue payment will be calculated from the start of the sampling period. All source separated loads of organic material will be charged the regular rate for the type of material.

The main financial impact to SCWMA will be the additional organic processing fees as a result of this additional material coming to the contractor. While there is anticipated to be additional tipping fees, these fees fund the surcharge cost centers and the expense of the pilot program will be within the organic cost centers. When, and if, an agreement with the County is negotiated for a C&D pilot program, there will need to be an internal transfer of funds in order to maintain an equity within the cost centers of the Agency.

III. RECOMMENDED ACTION / ALTERNATIVES TO RECOMMENDATION

This is an informational item only. The agreement for participation in the two year C&D pilot program will be presented to the Board of Directors at the January 2011 meeting.

IV. ATTACHMENTS

Letter to SCWMA from County requesting consideration of the C&D pilot program

Approved by: _____
Susan Klassen, Interim Executive Director, SCWMA

COUNTY OF SONOMA
DEPARTMENT OF TRANSPORTATION
AND PUBLIC WORKS
2300 COUNTY CENTER DRIVE, SUITE B 100
SANTA ROSA, CALIFORNIA 95403

Phillip M. Demery, Director



AREA CODE (707)

ROADS565-223
TRANSIT585-751
REFUSE.....565-794
AIRPORT.....565-724
AIR POLLUTION433-591
FAX565-262
www.sonoma-county.org/tpw

November 8, 2010

Sonoma County Waste Management Agency
2300 County Center Drive Suite 1B
Santa Rosa, CA 95403

Re: County of Sonoma Construction and Demolition Debris (C&D) Pilot Project

The County of Sonoma (County) entered into a Franchise Agreement (Agreement) for the collection of solid waste and recyclables within the unincorporated County with Redwood Empire Disposal Sonoma County Inc. (RED) on September 29, 2009 in order to fulfill a number of solid waste, diversion and public health statutes.

The agreement is an exclusive franchise with RED to collect solid waste from the unincorporated areas of Sonoma County. The County retained flow control for the collected material with the exception of single stream recyclables.

On October 19, 2010, the Board adopted an amended restated Agreement which contained several provisions that are beneficial to the Agency. As of November, 1, 2010, RED will be delivering all of the residual solid waste from their recycling/processing facilities in Sonoma County to the Central Landfill. This residual waste has been historically hauled out of County for disposal. RED has stated that this will bring an average of about 60 tons per day of new waste into the County system. *The Sonoma County Waste Management Agency (Agency) will receive their \$5.95/ton surcharge on this residual waste, which could result in over \$90,000 in new Agency surcharge revenue per year.*

Additionally, as part of the Agreement RED and the County desire to implement a two year pilot Construction and Demolition Debris (C&D) program which will be incorporated into the remaining term of the Agreement if the pilot program proves successful.

Under the proposed terms of the pilot program, RED will bring C&D boxes which are committed to County under the terms of the Agreement to either Healdsburg or Sonoma Transfer Stations. RED will provide two or three extra employees at each location for the duration of the pilot program. As C&D loads are dumped onto the transfer station floor, the contents of the load will be sorted and recyclable commodities; such as, organic waste, cardboard, metals, concrete, etc., will be diverted to the appropriate destinations. The organic waste will be transferred to the composting facility, Sonoma Compost Company, located at the Central Disposal Site. The other recyclables, cardboard, metals, concrete, etc. will be transferred to various other recycle markets as appropriate.

RED shall weigh all recycled commodities as the loads exit the transfer stations and will make commercially reasonable efforts to achieve at least 50% diversion of the all C&D material RED delivers to the transfer stations.

RED expects that this program will bring in approximately 14,000 tons of material (that in the past has been going out of County) into the two transfer stations. This is primarily recyclable material therefore, the County and RED have negotiated a lower gate rate than for normal solid waste. Of this rate \$5.95/ton (the current Waste Agency Surcharge) will be transferred to the Agency. *This program could result in approximately \$83,000 in new surcharge revenue to the Agency and at least 7,000 tons of increased diversion.*


The County has identified the need to enter into an agreement with the Agency to facilitate this pilot project. This is due to the fact that the Agency will incur organic waste transport and processing charges associated with any organic waste (primarily dimensional lumber) that is sorted out of the C&D boxes on the transfer station floors and the Agency will not have collected an organic waste tipping fee for this material. The purpose of the agreement between the County and the Agency would be to make sure this C&D program is cost neutral to the Agency's organic waste program budget. The County is requesting to work with Agency staff to develop an agreement between the County and the Agency, as to how an appropriate portion of the revenue collected for the acceptance of the C&D material will be diverted to the Agency to cover the Agency's expense for handling the additional organic waste. Such an agreement would be subject to Agency as well as Board of Supervisors approval.

RED estimates that on average 25% of each C&D box maybe either green or wood waste. The County is working with RED to start sampling the C&D material to determine if 25% is an accurate estimate of the amount of organic waste present in the boxes. All C&D material will be tracked from the start of the sampling period and once the percentage is agreed upon and an agreement is approved the Agency will be paid the revenue from the start of the sampling period. All source separated loads of green or wood waste will still be charged the normal organic waste fees established by the Agency.

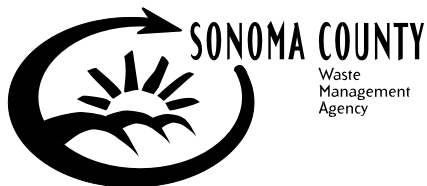
Prior to implementation of the pilot program, if either party (the County or RED) determines that the program is not feasible to implement, that party may terminate the pilot concept by providing the other party with thirty (30) days written notice. Once the pilot program is implemented it will be operated for a period of two years. At the end of the two years, the County and RED shall mutually decide whether to continue the program for the remaining term of Agreement. Such decision shall be made within sixty (60) days following the end of the two year pilot program and shall be reflected in a letter agreement signed by both parties. If the program is terminated under the terms of the County's franchise agreement RED will still be required to direct C&D to a local permitted processor for recycling and diversion.

The County's new franchise agreement endeavors to bring more waste back into the regional disposal system from out of County, which will bring more revenue to the Agency for its programs, and increase diversion. At the same time the County wants to keep the provisions of the Agreement cost neutral to the Agency's organic waste program. We can accomplish this through successfully, negotiating an agreement between the County and the Agency to cover the increased expenses associated with handling the resultant organic waste. If you have any questions please contact Trish Pisenti, Refuse Operations Manager at 565-7940.

Thank you for your consideration.



Sonoma County Department of Transportation and Public Works



Agenda Item #: 13
Cost Center: Planning
Staff Contact: Carter
Agenda Date: 11/17/2010

ITEM: Carryout Bag Update

I. BACKGROUND

The SCWMA Board of Directors requested staff to provide carryout bag legislation updates at each SCWMA meeting subsequent to the March 2008 meeting. Staff researches new developments in California and out-of-state legislation regarding paper and plastic carryout bags.

In the time staff has been researching legislation there has been no statewide legislation to reduce carryout bag waste. With the failure of AB 1998 to receive enough votes for passage in the California State Senate in September 2010, staff presented the Board with options for action at a local level and requested direction. At the September 15, 2010 SCWMA meeting, the Board requested more information but indicated an interest in pursuing a local, countywide effort through the Agency.

II. DISCUSSION

Wal Mart Bag Reduction Effort:

At the Board's direction, staff spoke with an assistant manager at the Ukiah Wal Mart who confirmed the store was one of three locations in Northern California which no longer distributes free plastic bags to their customers at checkout. The program started in February 2010 and the assistant manager didn't report too many complaints. The assistant manager was unaware of any plans to expand the policy to other locations, and emails sent to Wal Mart's corporate address regarding the policy were not returned at the time of transmittal preparation.

Research from Other Counties Implementing Carryout Bag Bans and Fees:

Staff from the cities of San Jose, Berkeley, Santa Monica, and Santa Cruz, as well as the counties of Los Angeles and Santa Clara were contacted to determine the cost and timeframe for their bag reduction policies. The results are summarized in the table below (no response was received from the City of Santa Monica or the County of Santa Clara by the time of transmittal preparation):

Jurisdiction	Project	CEQA	Cost	Project Duration	Comments
City of Berkeley	Ban paper and plastic bags in all stores, would allow fees to be placed on paper bags with at least 40% postconsumer content instead of ban	Neg Dec	All work performed by staff, no estimate provided	On hold, pending direction from City Council	City staff feel that a Neg Dec will be insufficient and are examining whether the City could participate in a regional effort
City of San Jose	Ban paper and plastic bags in all retail stores, would allow fees to be placed on paper bags with at least 40% postconsumer content instead of ban	EIR	\$125,000	Approximately one year for EIR portion of the project	The city did not use the MEA in their EIR preparation, which they feel would have reduced the cost significantly. Also, with San Jose, Santa Monica, and Los Angeles completing their EIRs shortly, there will be more reference material which will further reduce EIR costs
City of Santa Cruz	Ban paper and plastic bags in all stores, would allow fees to be placed on paper bags with at least 40% postconsumer content instead of ban	Categorical Exemption	All work performed by staff, no estimate provided	Project began approximately 2 years ago, expected to be complete early 2011	This is part of a countywide effort on bag source reduction
County of Los Angeles	Ban plastic and compostable bags from supermarkets and large pharmacies	EIR	\$360,000	A little over a year	The EIR had begun prior to the release of the MEA, and while the LA EIR is consistent with the MEA, they did not realize any savings as a result of the MEA

Though a few jurisdictions are still pursuing Negative Declarations or Categorical Exemptions to address CEQA, Agency staff does not recommend anything other than an Environmental Impact Report be prepared should the Board consider drafting an ordinance to ban paper and/or plastic carryout bags. The Environmental Impact Report costs from other jurisdictions ranged from \$125,000 – \$360,000, although Agency staff would note that those jurisdictions, due to project timing, did not realize any cost savings from the Green Cities California Master Environmental Assessment (MEA). Staff would expect an EIR prepared subsequent to the MEA and these other EIRs to cost significantly less and require less time to complete.

Single Use Carryout Bag Waste Reduction Options:

There are a number of options to reduce single-use carryout bag waste, including: (1) banning paper bags, (2) banning plastic bags, (3) imposing fees on paper bags, (4) imposing fees on plastic bags after January 1, 2013¹, (5) increasing education regarding single-use bag waste and reusable bag use, or (6) supporting a voter initiative banning carryout bags. Bans or fees could target specific bag generator types (e.g. grocery stores, convenience stores, restaurants, etc.) or could be comprehensive and include all generator types.

Carryout Bag Bans:

The Source Reduction and Recycling Element of the Sonoma County Integrated Waste Management Plan (CoIWMP) mentions the possibility of product and packaging bans. Section 4.3.3.4 of the CoIWMP states:

“Bans on Products or Packaging: Regulations provide that a municipality can implement a ban on a product or form of packaging, but only if it determines that the ban will result in the reduction of waste at the source, rather than substitution by another product or package and that the ban results in a net environmental benefit (Section 18734.3(d)(4)).” Materials that are difficult to recycle or are a known threat to the environment, including a variety of plastics, such as polystyrene food containers, and specific products, such as six pack rings, have been the targets of such bans. There is considerable controversy regarding the effect and the cost to affected parties of these bans. However, bans have focused public concern on serious waste related problems and appear to have accelerated changes in corporate manufacturing and marketing practices. Products or packaging that could potentially be targeted by such an ordinance include varieties of plastic packaging that are relatively difficult to recycle, such as those made from mixed resins, or packaging that is deemed to be excessive based on specified criteria. The SCWMA could look into the feasibility of establishing countywide bans on specific materials.”

If a carryout bag ban is chosen, the Agency should expect to receive extensive comments from plastic industry representative groups. Comments received by other jurisdictions include: defining the objective and consequences of the proposed ordinance, extent and causes of carryout bag litter, environmental impacts of carryout bags in the San Francisco Bay and its shores, whether plastic bags from the county would reach the Pacific Ocean, environmental impacts of plastic bags on the marine environment, cost of plastic bag litter and cleanup, cost of paper bag litter and cleanup, examining the increase of paper bag use if they are not banned, environmental impact of paper and plastic bags, effects of global warming on the marine environment, biodegradability of plastic bags, biodegradability of paper bags, verification of recycled content in paper bags, potential for cockroach infestation, environmental impact of reduced plastic bag recycling bins at stores, impacts on landfills, and impacts related to the use of reusable bags, as well as studying a number of alternatives. Carefully crafting the justification for a ban and the wording of the ordinance may negate some of those concerns.

¹ AB 2449, which preempts local action imposing fees on plastic bags, will be repealed January 1, 2013 unless extended or repealed by a separate statute

The Cities of San Jose and Santa Monica and the County of Los Angeles are expected to certify their Final Environmental Impact Reports this month. While the ordinances differ in scope, all three projects would ban plastic bags. The certification of those documents, combined with the analysis provided in the Green Cities California Master Environmental Assessment, will add a significant amount of information to the public record on the subject of single use and reusable carryout bags. The information could be referenced and incorporated, as appropriate, into other CEQA documents. As mentioned above, referencing those documents should significantly reduce the cost and timeframe of preparing a new CEQA document.

Carryout Bag Fees:

Fees on paper and plastic carryout bags are alternatives to banning carryout bags. The passage of Proposition 26 (2010) adds a new layer of complexity to the imposition of fees by local government that would have to be analyzed further by staff. Furthermore, fees would not be able to be imposed on plastic carryout bags until after January 1, 2013 due to existing state law.

The approach of imposing fees on bags is not assured a successful implementation, as evidenced by the city of Seattle, WA. In 2008, the Seattle City Council adopted an ordinance imposing a \$0.20 per bag fee on plastic carryout bags. However, the ordinance was repealed by the voters in August 19, 2009 by a 47% (keep the fee) to 53% (repeal the fee) vote².

Increased Education and Outreach:

Another alternative is increased educational outreach to encourage reusable carryout bag use. Many cities and counties have promoted reusable bags as an alternative to single use bags to mixed results. While anecdotal evidence suggests reusable bag use is increasing, it is staff's observation that single use carryout bags are by far more widely used than reusable bags. It is staff's opinion that education efforts alone have not resulted in widespread shifts from single use to reusable bags. The City of San Jose came to a similar conclusion while analyzing alternatives in their Draft EIR³:

"Conclusion: This [Education, Recycling and Litter Control] alternative would not be fully consistent with the project's objectives, would not be feasible, and to the extent that further delay in implementing source reduction would result in more single-use plastic bags entering the environment and polluting the ocean, as well as the streams and streets of San José, would also not be environmentally superior. It is not discussed any further in this EIR."

Voter Initiatives:

Another alternative staff considered is to support a voter initiative to ban paper or plastic bags. This was successfully implemented in the City of Fairfax, CA in November 2008. Though the SCWMA could not create or provide financial assistance to such an initiative, the SCWMA could pass a resolution stating its support of such a measure. An advantage to this approach is that voter initiatives are not subject to CEQA, so the Agency would not be required to pay for the cost of the analysis. However, staff is unaware of any group within Sonoma County with a stated intention of preparing a voter initiative to limit carryout bag use. As such, this does not currently appear to be a viable approach to reduce carryout bag waste.

Conclusions:

Staff feels that fees on all carryout bags would more effective and equitable than bans, as fees provide an economic incentive to reduce bag waste but do not deprive consumers of

² http://ballotpedia.org/wiki/index.php/Seattle_Plastic_Bag_Tax%2C_Referendum_1%2C_2009, retrieved October 29, 2010

³ <http://www.sanjoseca.gov/planning/eir/SingleUseBagBan/SINGLEUSE%20CARRYOUT%20BAG%20ORDINANCE.pdf>, retrieved November 2, 2010

their choice of carryout products. However, the passage of Proposition 26 (2010) requires staff to perform further analysis on the subject of fees.

The option to ban carryout bags is still technically viable. Other cities and counties have proposed to ban plastic bags and place a fee on paper bags to provide customers an incentive to use reusable bags. Staff is working to determine whether Proposition 26 would prevent jurisdictions from implementing future ordinances and whether a ban/fee is a viable combination. Regardless, the Agency has the legal authority to ban all non-reusable carryout bags, but that action may be unpopular with consumers who forget to or choose not to bring their own bags.

Another consideration is that any action taken by the Agency would only be in effect as long as the Agency exists. The Joint Powers Agreement term ends in February 2017. Though the JPA can be extended on a year-to-year basis, this would provide an element of uncertainty to the businesses and customers affected by the ordinance.

III. FUNDING IMPACT

A significant amount of staff time would be required to prepare and implement an ordinance designed to reduce carryout bag use. If the directed action includes preparation of an EIR, additional costs would be incurred to prepare an RFP and enter into an agreement with a consulting firm to prepare the document.

Staff expects the cost of hiring a consultant to create the necessary EIR to be significantly less than \$125,000 once additional reference material from other completed EIRs regarding carryout bag waste reduction becomes public record.

IV. RECOMMENDED ACTION / ALTERNATIVES TO RECOMMENDATION

Staff is requesting direction from the Board regarding carryout bag waste reduction goals and policies.

Approved by: _____
Susan Klassen, Interim Executive Director, SCWMA